



## DOT Employee Newsletter April 2001

**From Susan Gorcowski,  
Director, Office of  
Communications and  
Outreach, NHTSA**

*You have probably seen aspects of the Buckle Up America campaign and noticed heightened law enforcement activities in your community. Yet why is it that nearly 30 percent of us still don't buckle up?*

*You can make a difference:*

- ☐ Realize that traffic crashes can happen at any moment.
- ☐ Ensure that everyone in the vehicle buckles up.
- ☐ Buckle up for those who would be left alone if you were to die.
- ☐ Know that it is illegal to drive without a seat belt in 49 states and DC and all states have child seat laws.
- ☐ Executive Order 13043 requires employees to use a seat belt.

*Set an example for family and friends and buckle up. You may be an excellent driver, but not everyone else is.*

*For more information on Buckle Up America, please see [www.nhtsa.dot.gov](http://www.nhtsa.dot.gov).*

### **OPM Urges More Telecommuting**

The Office of Personnel Management has told agencies to reexamine their work forces to find more positions that are candidates for telecommuting in response to legislative language passed last year requiring that at least a quarter of the federal work force be eligible to telecommute at least part-time during this fiscal year. While many agencies have telecommuting policies in place, the number of employees who telecommute has been well below previously set goals and it's uncertain whether the new 25 percent goal will be met either. Telecommuting allows employees to work out of their homes or at satellite federal facilities away from their normal duty stations.

For more information on telecommuting and how to set up a telecommuting agreement, contact your human resource office.

### **Annuity Estimates**

Do you know how much you will receive upon retiring? Come to the DOT Connection computer lab, use their software program and find out. Call x69392 or visit PL-402.

### **Employee Express**

Employee Express is an innovative automated system that allows you to conduct certain personnel/payroll transactions without using paper. You can use EE for financial allotments, changes to your direct deposit, home mailing address, Federal and state taxes, savings bonds and open season changes for TSP and health benefits. It's fast, simple and easy to use. Contact your servicing human resource office for more information.

### **PIN for Employee Express**

It is highly recommended that as soon as you receive your Employee Express PIN, you change your PIN to something easy to remember and safeguard it against unauthorized access and use. The PIN can be changed by choosing the PIN option of the Employee Express menu at [www.employeeexpress.gov](http://www.employeeexpress.gov).



**Life's most persistent and urgent question is: What are you doing for others?**

Martin Luther King, Jr.

**Please notify the center in advance if you need special accommodations for the programs below.**



### **Career Connections Workshops**

Networking - 4/4

Interviewing -- 4/17

The KSA Dilemma -- 4/18

Using Multiple Intelligence On the

Job -- 4/24

Resumes -- 4/27

Workshops will be held in PL-402. Space is limited. Call x69392 [TTY 67630] for the times and to register.



### **Worklife Programs**

[Call x66389 or TTY 67630]

- ◆ Week of the Young Child Fair -- 4/3, 11:30-1:30, DOT Eatery
- ◆ Adoption Seminar -- 4/5, 12-1 pm, PL-402
- ◆ Retirement Planning Seminar - 4/17, 12-1 pm, PL-402

### **Thrift Savings Plan (TSP)**

- ◆ The Small Capitalization Stock Index Investment (S) Fund and the International Stock Index Investment (I) Fund will be available 5/1.
- ◆ The IRS annual deferral limit of \$10,500 remains in effect for 2001.
- ◆ A couple of laws were passed at the end of the year 2000:

### **Public Law 106-361, 10/27/00**

Newly hired and rehired employees covered under FERS or CSRS can immediately begin contributing their own money through payroll contributions to TSP. The agency automatic and matching contributions remain on the current open season waiting period schedule.

Starting mid 2001, participants will be allowed direct rollovers from qualified retirement plans established by a previous employer. These plans are limited to pension, profit sharing, and stock bonus plans, and include 401(k) plans.

### **Omnibus Consolidated and Emergency Supplemental Appropriations Act for Fiscal Year 2001, 12/21/00**

Starting with the next open season [5/15], FERS employees may elect to contribute up to 11 percent of their basic pay, and CSRS employees may elect to contribute up to 6 percent. Effective 1/02 and each following year, the contribution limits will increase by one percent until 1/06, at which time the limit will be eliminated completely.

### **Applying for an SES Position?**

If so, please note that OPM has recently added "Leveraging Diversity" to Executive Core Qualification #2, Leading People. The definition follows:

*Recruits, develops, and retains a diverse high-quality workforce in an equitable manner. Leads and manages an inclusive workplace that maximizes the talents of each person to achieve sound business results. Respects, understands, values and seeks out individual differences to achieve the vision and mission of the organization. Develops and uses measures and rewards to hold self and others accountable for achieving results that embody the principles of diversity.*

Be sure that your qualification brief addresses this leadership competency.

### **Shrinking Workforce**

- ✓ Population growth decreased by 50% after the baby boom years 1946-64.
- ✓ 25 million people will leave the workforce between 1998 - 2008.
- ✓ By 2006, there will be 151 million jobs, but a workforce of 141 million.
- ✓ About 50% of the Federal workforce will be eligible for retirement by 2004.

*Bureau of Labor Statistics*

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